

# Boyd County Public Library

## 2016 Kentucky Annual Report of Public Libraries

### General Information (A1 - A16)

A1	County	Boyd
A2	Estimated Population	48,325
A3	Library Name	Boyd County Public Library
Street Address		
A4	Street Address	1740 Central Avenue
A5	City	Ashland
A6	Zip Code	41101
Mailing Address		
A8	Mailing Address	1740 Central Avenue
A9	City	Ashland
A10	Zip Code	41101
A12	Phone	(606) 329-0090
Tax Rates (expressed as per \$100; i.e., 20.0 or 3.75)		
A14	Real	12.4
A15	Personal	12.4
A16	Motor Vehicle/Water Craft	4.6

### Operating Revenue (B1 - B15)

DO NOT REPORT CAPITAL REVENUE IN THIS SECTION. They are reported as Item #C40. Examples of revenue to be used for major capital expenditures include funds received for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue to be used for major capital expenditures. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g. fines) or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries.

E-rate -- If there is an invoice sent to the library that indicates the amount of the e-rate discount (i.e., supported by documentation), then the library can report this as an expenditure under Other Operating Expenditures (Item C29 or C31). In such a case, the library should also report the e-rate funds that supported the discount in Other Operating Revenue (Item B14)). If no such documentation can be identified, then the amount should not be reported as either revenue or expenditure.

#### Local Government Revenue

B1	Library Tax	\$2,763,683
B2	Other	\$97,812
B3	<b>Local Government Revenue Total (B1 + B2):</b>	<b>\$2,861,495</b>

#### State Government Revenue

B4	State Aid Grant	\$28,863
B5	Construction Debt-Assistance Grant	\$0
B6	Other State Government Revenue	\$80,034
B7	<b>State Government Revenue Total (sum B4 through B6)</b>	<b>\$108,897</b>

Federal Government Revenue		
B9	Prime Time Family Reading Time	\$0
B10	Library Outreach/Bookmobile Grant	\$0
B11	Preventing Summer Reading Loss - Fueling the Mind (Read and Feed)	\$0
B12	Other Federal Government Revenue	\$0
B13	<b>Federal Government Revenue Total (sum B8 through B12)</b>	\$0
B14	Other Operating Revenue	\$155,905
B15	<b>Total Operating Revenue (B3 + B7 + B13 + B14):</b>	\$3,126,297

## Operating Expenditures (C1 - C41)

**DO NOT REPORT CAPITAL EXPENDITURES IN THIS SECTION. They are reported as Item #C36.**

### Collection Expenditures

C1	Print Materials	\$309,985
C2	Electronic Materials Expenditures	\$78,784
C3	Audiovisual Materials	\$174,950
C4	Electronic Collections	\$115,965
C5	Other Library Materials	\$741
C6	<b>Collection Expenditures Total (C1 through C5)</b>	\$680,425

### Salary Expenditures

C7	Library Director	\$73,019
C8	Other Library Personnel	\$928,839
C10	<b>Salary Expenditures Total (C7 + C8)</b>	\$1,001,858

### Fringe Benefits

C11	Required Fringe Benefits	\$92,788
C12	Retirement (Employer's Share)	\$103,652
C13	Medical Insurance (Employer's Share)	\$298,855
C14	Other	\$1,911
C15	<b>Fringe Benefits Total (C11 + C12 + C13 + C14):</b>	\$497,206
C16	<b>Total Staff Expenditures (C10 + C15)</b>	\$1,499,064

### Other Operations

C17	Building Repair	\$8,678
C18	Building Maintenance	\$28,367
C20	Office Supplies, Program Supplies, Postage	\$210,441
C21	Insurance	\$27,330
C22	Public Relations	\$64,437
C23	Utilities	\$77,659
C24	Professional Fees	\$30,887
C25	Audit Fee	\$5,500
C26	Fiscal Year that Audit Covers	FY 2015-2016
C27	What year was the library's last long range plan adopted?	2016
C28	Repair and Replacement of Furnishings	\$0
C29	Other	\$20,624
C30	Specify	Lease
C31	Other	\$0
C32	Specify	N/A

C33	<b>Total Other Operating Expenditures (C17 + C18 + C20 + C21 + C22 + C23 + C24 + C25 + C28 + C29 + C31)</b>	\$473,923
C34	Bookmobile/Extended Services	\$3,206
C35	Continuing Education	\$40,449
C36	Operating Expenditures for Electronic Access	\$262,106
C37	<b>Total Operating Expenditures (C6 + C16 + C33 + C34 + C35 + C36):</b>	\$2,959,173

Report major capital expenditures (the acquisition of or additions to fixed assets). Examples include expenditures for (a) site acquisitions; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial book stock for new buildings, building additions, or building renovations; (e) library automation systems; (f) new vehicles; and (g) other one-time major projects. Include federal, state, local, or other revenue used for major capital expenditures. Only funds that are supported by expenditure documents (e.g., invoices, contracts, payroll records, etc.) at the point of disbursement should be included. Estimated costs are not included. Exclude expenditures for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude contributions to endowments, or revenue passed through to another agency (e.g., fines). Funds transferred from one public library to another public library

C38	Capital Outlay Expenditures	\$55,946
C39	Debt Service	\$0

Report all revenue to be used for major capital expenditures, by source of revenue. Include funds received for (a) site acquisition; (b) new buildings; (c) additions to or renovation of library buildings; (d) furnishings, equipment, and initial collections (print, non-print, and electronic) for new buildings, building additions, or building renovations; (e) computer hardware and software used to support library operations, to link to networks, or to run information products; (f) new vehicles; and (g) other one-time major projects. Exclude revenue to be used for replacement and repair of existing furnishings and equipment, regular purchase of library materials, and investments for capital appreciation. Exclude income passed through to another agency (e.g., fines), or funds unspent in the previous fiscal year (e.g., carryover). Funds transferred from one public library to another public library should be reported by only one of the public libraries. Report federal, state, local, and other revenue to be used for

C40a	Local - Capital Revenue	\$0
C40b	State - Capital Revenue	\$0
C40c	Federal - Capital Revenue	\$0
C40d	Other - Capital Revenue	\$0
C40	<b>Total Capital Revenue (C40a through C40d)</b>	\$0
C41	Income from loans, bond issues, or other income not reported elsewhere	\$0

### Branch Libraries (E1- E19)

A branch library is an auxiliary unit of an administrative entity which has at least all of the following:

1. separate quarters;
2. an organized collection of library materials;
3. paid staff; and
4. regularly scheduled hours for being open to the public.

#### INFORMATION FOR EACH BRANCH:

Add a new group for each branch in the county.

**For each group of branch libraries, you MUST place a value of "0" in the Hours field for any day of the week where there are no Hours listed.**

E1	Branch Library Name	Catlettsurg
E2	Street Address	2704 Louisa St
E3	City	Catlettsburg
E4	Zip Code	41129
E6	Phone	(606) 739-8332

E8	Square Footage	2,500
E10	Number of Groups Using Meeting Room	11
E11	Number of Meetings Held	16
E12	Library Visits	23,531
E13	Number of Registered Users	1,805
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	2,070
E15	Reference Transactions	3,146
E16a	Sunday Opening Time	0
E16b	Sunday Closing Time	0
E16c	Hours	0.00
E16d	Monday Opening Time	9:00 am
E16e	Monday Closing Time	8:00 pm
E16f	Hours	11.00
E16g	Tuesday Opening Time	9:00 am
E16h	Tuesday Closing Time	8:00 pm
E16i	Hours	11.00
E16j	Wednesday Opening Time	9:00 am
E16k	Wednesday Closing Time	8:00 pm
E16l	Hours	11.00
E16m	Thursday Opening Time	9:00 am
E16n	Thursday Closing Time	8:00 pm
E16o	Hours	11.00
E16p	Friday Opening Time	9 am
E16q	Friday Closing Time	5 pm
E16r	Hours	8.00
E16s	Saturday Opening Time	1:00 pm
E16t	Saturday Closing Time	5:00 pm
E16u	Hours	4.00
E17.3	Number of Weeks Branch Library is Open	52
E1	Branch Library Name	Kyova Branch
E2	Street Address	10699 US Route 60 Suite 920
E3	City	ashland
E4	Zip Code	41102
E6	Phone	(606) 929-5346
E8	Square Footage	6,200
E10	Number of Groups Using Meeting Room	73
E11	Number of Meetings Held	110
E12	Library Visits	56,171
E13	Number of Registered Users	7,301
E14	Number of Uses [Sessions] of Public Internet Computers Per Year	5,920
E15	Reference Transactions	12,600
E16a	Sunday Opening Time	1:00 pm
E16b	Sunday Closing Time	5:00 pm
E16c	Hours	4.00
E16d	Monday Opening Time	9:00 am
E16e	Monday Closing Time	8:00 pm
E16f	Hours	11.00

E16g	Tuesday Opening Time	9:00 am
E16h	Tuesday Closing Time	8:00 pm
E16i	Hours	11.00
E16j	Wednesday Opening Time	9:00 am
E16k	Wednesday Closing Time	8:00 pm
E16l	Hours	11.00
E16m	Thursday Opening Time	9:00 am
E16n	Thursday Closing Time	8:00 pm
E16o	Hours	11.00
E16p	Friday Opening Time	9:00 am
E16q	Friday Closing Time	5:00 pm
E16r	Hours	8.00
E16s	Saturday Opening Time	9:00 am
E16t	Saturday Closing Time	5:00 pm
E16u	Hours	8.00
E17.3	Number of Weeks Branch Library is Open	52
E17	All Branches' Total Hours Open to the Public (E16c + E16f + E16i + E16l + E16o + E16r + E16u)	120.00
E17.3a	<b>Total Number of Weeks Branch Libraries are Open (Sum of all E17.3)</b>	104.00
E18	Number of Branches	2
E19	<b>Total Annual Hours Open</b>	6,240.00

### **Outreach Vehicles (F1 - F5)**

An outreach vehicle is a vehicle used principally to provide personalized library services to individuals and groups at remote locations. The vehicle does not have an organized collection separate as in the case of a bookmobile. Staff will deliver and pick-up library materials specifically for patrons who are for any reason unable to visit the library in person. An outreach vehicle may also be used for programming at daycare centers, schools, senior centers, etc.

F1	License Number	W2353
F2	Vehicle Year, Make, and Model	2001 Honda CRV
F3	Mileage on Odometer	107,032
F4	Owner of Vehicle	locally
F5	Number of Stops in an Average Week	40

### **Bookmobiles (G1 - G11)**

A bookmobile is a traveling branch library. It consists of at least all of the following:

1. a truck or van that carries an organized collection of library materials;
2. paid staff; and
3. regularly scheduled hours (bookmobile stops) for being open to the public.

#### **INFORMATION FOR EACH BOOKMOBILE:**

Add a new group for each bookmobile in the county.

Bookmobile Hours (G9a-G9g) - Count only the daily hours during which the bookmobile is open to the public. Do not count travel time. Hours on the road per week is reported in item number G9

G1	License Number	NA
G2	Serial Number	NA
G3	Vehicle Year, Make, and Model	NA
G4	Owner of Vehicle	N/A

G5	Bookmobile Visits (number of persons entering the bookmobile)	0
G6	Number of Registered Users	0
G7	Number of Uses [Sessions] of Public Internet Computers Per Year	0
G8	Reference Transactions	0
G9	Hours on the Road Per Week (but not serving patrons)	0
G9a	Sunday - Daily Hours Open to the Public	NA
G9b	Monday - Daily Hours Open to the Public	NA
G9c	Tuesday - Daily Hours Open to the Public	NA
G9d	Wednesday - Daily Hours Open to the Public	NA
G9e	Thursday - Daily Hours Open to the Public	NA
G9f	Friday - Daily Hours Open to the Public	NA
G9g	Saturday - Daily Hours Open to the Public	NA
G9.3	Number of Weeks Bookmobile is Open	0
G9.3a	Total Number of Weeks Bookmobiles are Open (Sum of all G9.3)	0.00
G10	Total Hours for Bookmobiles in an Average Week (G9a + G9b + G9c + G9d + G9e + G9f + G9g)	0.00
G11	Number of Bookmobiles	0

### Main Library (H1 - H18)

This is one type of single outlet library or the library which is the operational center of a multiple outlet library. Usually all processing is centralized here and the principal collections are housed here.

H1	Library Name	Main Library
H2	Street Address	1740 Central Avenue
H3	City	Ashland
H4	Zip Code	41101
H6	Phone	(606) 329-0090
H8	Square Footage	24,400
H10	Number of Groups Using Meeting Room	260
H11	Number of Meetings Held	431
H12	Library Visits	192,900
H13	Number of Registered Users	24,870
H14	Number of Uses [Sessions] of Public Internet Computers Per Year	22,741
H15	Reference Transactions	24,960
Hours Open to the Public		
H16a	Sunday Opening Time	1:00 pm
H16b	Sunday Closing Time	5:00 pm
H16c	Hours	4.00
H16d	Monday Opening Time	9:00 am
H16e	Monday Closing Time	8:00 pm
H16f	Hours	11.00
H16g	Tuesday Opening Time	9:00 am
H16h	Tuesday Closing Time	8:00 pm
H16i	Hours	11.00
H16j	Wednesday Opening Time	9:00 am
H16k	Wednesday Closing Time	8:00 pm
H16l	Hours	11.00
H16m	Thursday Opening Time	9:00 am

H16n	Thursday Closing Time	8:00 pm
H16o	Hours	11.00
H16p	Friday Opening Time	9:00 am
H16q	Friday Closing Time	5:00 pm
H16r	Hours	8.00
H16s	Saturday Opening Time	9:00 am
H16t	Saturday Closing Time	5:00 pm
H16u	Hours	8.00
H17	Total Hours Open to the Public (H16c + H16f + H1i + H16l + H16o + H16r + H16u)	64.00
H18	Number of Weeks Main Library is Open	52

## Facility Info (I1 - I32)

### Square Footage

I1	Main Library (from H8)	24,400
I2	Branch Libraries (sum of E8 branch data)	8,700
I3	Total (I1 + I2)	33,100

### No. of Groups Using Meeting Room

I7	Main Library (from H10)	260
I8	Branch Libraries (sum of E10 branch data)	84
I9	Total ( I7 + I8)	344

### Number of Meetings Held

I10	Main Library (from H11)	431
I11	Branch Libraries (sum of E11 branch data)	126
I12	Total (I10 + I11)	557

### Library Visits

I13	Main Library (from H12)	192,900
I14	Branch Libraries (sum of E12 branch data)	79,702
I15	Bookmobiles (sum of G5 branch data)	0
I16	Total (I13 + I14 + I15)	272,602

### Number of Registered Users

I17	Main Library (from H13)	24,870
I18	Branch Libraries (sum of E13 branch data)	9,106
I19	Bookmobiles (sum of G6 branch data)	0
I20	Total (I17 + I18 + I19)	33,976

### Number of Uses [Sessions] of Public Internet Computers Per Year

I21	Main Library (from H14)	22,741
I22	Branch Libraries (sum of E14 branch data)	7,990
I23	Bookmobiles (sum of G7 branch data)	0
I24	Total (I21 + I22 + I23)	30,731

### Reference Transactions

I25	Main Library (from H15)	24,960
I26	Branch Libraries (sum of E15 branch data)	15,746
I27	Bookmobiles (sum of G8 branch data)	0
I28	Total (I25 + I26 + I27)	40,706

### Public Service Hours per Year

I29	Main Library (H17 * H18)	3,328.00
I30	Branch Libraries (sum of E17 branch data * E17.3a)	6,240.00

I31	Bookmobiles (sum of G10 bookmobile data * G9.3a)	0.00
I32	Total ( I29 + I30 + I31)	9,568.00

## Library Staff (J1- J09)

Report figures as of the last day of the fiscal year. **Include all positions funded in the library's budget whether those positions are filled or not.** To ensure comparable data, 40 hours per week has been set as the measure of full-time employment (FTE). For example, 60 hours per week of part-time work by employees in a staff category divided by the 40-hour measure equals 1.50 FTEs.

**To calculate FTEs for seasonal workers, I would use the following example:**

- Two three month workers (.25 of year) work 15 hours a week, so
- $15 + 15 = 30$  hrs/wk
- $30/40 = .75$  FTEs
- $.75 * .25 = .1875$  FTE for entire year (based on working only three months)

J1	Number of Librarians with an ALA Accredited Master's Degree in Library Science	2.75
J2	Number of Librarians with Non ALA Accredited Master's Degree in Library Science	.0
J3	Number of Librarians with a Master's Degree NOT in Library Science	.50
J4	Number of Librarians with a Bachelor's Degree in Library Science	.0
J5	Number of Librarians with a Bachelor's Degree NOT in Library Science	4.90
J6	Number of Librarians with Less Than a Bachelor's Degree	14.40
J7	<b>Total Librarians (J1 + J2 + J3 + J4 + J5 + J6):</b>	22.55
J8	All Other Paid Staff	10.75
J9	<b>Total Paid Employees (J7 + J8):</b>	33.30

## Library Collection (K1 -K17)

### Book Collection

K1	Adult Fiction	55,006
K2	Adult Nonfiction	56,464
K3	Juvenile Fiction	24,112
K4	Juvenile Nonfiction	9,199
K5	<b>Total (K1 + K2 + K3 + K4)</b>	144,781

### Digital or Audiovisual Materials

K6	Electronic Books (E-Books)	122,515
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### Electronic Collections (K7a - K7b):

Report the number of electronic collections.

An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the

collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles.

Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access:

Item #K7a Local/Other cooperative agreements

Item #K7c (state government or state library)

Item #K7 Total Electronic Collections.

This is the sum of Local/Other cooperative agreements, and State electronic collections(Item #K7a and #K7b).

K7a	Local/Other Cooperative Agreements	64
K7b	State (State Government or State Library) ** Include <b>50 KYVL databases</b> **	50
K7	<b>Total Electronic Collections (K7a+K7b)</b>	114
K9	Audio - Physical Units	6,247
K10	Audio - Downloadable Units	30,056
K13	Video - Physical Units	27,989
K14	Video - Downloadable Units	1,847
K15	Other Material in Collection	14,512
K16	Current Print Serial Subscriptions	424
K17	<b>Book/Serial Volumes ( K5 + K16)</b>	145,205

## **Circulation (L1 - L54)**

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library. An item checked out counts as one item, no matter how many uses are subsequently made of that one item.

### Book Circulation Adult Fiction

L1	Main Library	56,965
L2	All Branches	14,194
L3	Bookmobile/Outreach	19,679
L4	<b>Total (L1 + L2 + L3)</b>	90,838

### Book Circulation Adult Nonfiction

L5	Main Library	21,921
L6	All Branches	4,215
L7	Bookmobile/Outreach	352
L8	<b>Total (L5 + L6+ L7)</b>	26,488

### Book Circulation Juvenile Fiction

L9	Main Library	33,164
L10	All Branches	14,253
L11	Bookmobile/Outreach	86
L12	<b>Total (L9 + L10+ L11)</b>	47,503

### Book Circulation Juvenile Nonfiction

L13	Main Library	7,500
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L14	All Branches	2,678
L15	Bookmobile/Outreach	2
L16	<b>Total (L13 + L14 + L15)</b>	10,180

Book Circulation Total:

L17	<b>Main Library (L1 + L5 + L9 + L13)</b>	119,550
L18	<b>All Branches (L2 + L6 + L10 + L14)</b>	35,340
L19	<b>Bookmobile/Outreach (L3 + L7 + L11 + L15)</b>	20,119
L20	<b>Total (L4 + L8 + L12+ L16)</b>	175,009

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library.

Audiovisual Circulation Audio Books

L21	Main Library	8,090
L22	All Branches	2,342
L23	Bookmobile/Outreach	727
L24	<b>Total (L21 + L22 + L23)</b>	11,159

Audiovisual Circulation Other Audio

L25	Main Library	9,261
L26	All Branches	3,228
L27	Bookmobile/Outreach	0
L28	<b>Total (L25 + L26 + L27)</b>	12,489

Audiovisual Circulation Videos

L29	Main Library	210,854
L30	All Branches	65,621
L31	Bookmobile/Outreach	804
L32	<b>Total (L29 + L30 + L31)</b>	277,279

Audiovisual Circulation Other

L33	Main Library	11,370
L34	All Branches	6,756
L35	Bookmobile/Outreach	0
L36	<b>Total (L33 + L34 + L35)</b>	18,126

Audiovisual Circulation Total

L37	<b>Main Library (L21 + L25 + L29 + L33)</b>	239,575
L38	<b>All Branches (L22 + L26 + L30 + L34)</b>	77,947
L39	<b>Bookmobile/Outreach (L23 + L27 + L31 + L35)</b>	1,531
L40	<b>Total (L24 + L28 + L32 + L36)</b>	319,053

Count as circulation material that is charged out for use outside the library. Include renewals and interlibrary loan transactions that are borrowed for users.

Computer use is not circulation. Neither is in-house use or items checked out to another library.

Other Materials

L41	Main Library	6,853
L42	All Branches	1,735
L43	Bookmobile/Outreach	69
L44	<b>Total (L41 + L42 + L43)</b>	8,657

Total Circulation

L45	<b>Main Library (L17 + L37 + L41)</b>	365,978
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L46	All Branches (L18 + L38 + L42)	115,022
L47	Bookmobile/Outreach (L19 + L39 + L43)	21,719

Electronic Materials are materials that are distributed digitally and can be accessed via a computer, the Internet, or a portable device such as an e-book reader. Types of electronic materials include e-books and downloadable electronic video and audio files. Electronic Materials packaged together as a unit and checked out as a unit are counted as one unit.

Note: Do not include databases.

L48	Use of Electronic Material	66,637
L49	Total Circulation (L20 + L40 + L44 + L48)	569,356
L50	Successful Retrieval of Electronic Information	20,546

Children's Circulation - The total annual circulation of all children's materials in all formats to all users, including renewals. (NOTE: This includes books and audiovisual material already counted in previous fields L9 - L16) Do not count Electronic Material circulation here - that belongs in L48

L51	Main Library	51,942
L52	All Branches	17,083
L53	Bookmobile/Outreach	106
L54	Total (L51 + L52 + L53)	69,131

### Other Measures of Library Use (M1 - M2)

Please list any measures of library use not collected elsewhere in the annual report. Examples might include Seed Library, In-house Use, Unique Circulating Items, and other Objects of Interest.

Note: Recording these measures is optional. Totals will not be tabulated or reported.

M1	Other Measures of Library Use	in-house
M2	Use Statistics	456
M1	Other Measures of Library Use	games
M2	Use Statistics	7

### Interlibrary Cooperation (N1 - N6)

Loaned To

N1	Print	1,346
N2	Nonprint	211
N3	Total (N1 + N2):	1,557

Borrowed From

N4	Print	1,434
N5	Nonprint	364
N6	Total (N4 + N5):	1,798

### Programs (O1 - O56)

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings, lectures, story hours, literacy, English as a second language, citizenship classes, and book discussions. Count all programs, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Note: Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one

literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities. Also, do not enter the number of programs or attendance in more than one category.

Infant/Toddler - *number of programs*

O1	Main Library	37
O2	All Branches	30
O3	Bookmobile/Outreach	8
O4	<b>Total (O1 + O2 + O3)</b>	75

Infant/Toddler - *number of attendees*

O5	Main Library	514
O6	All Branches	150
O7	Bookmobile/Outreach	400
O8	<b>Total (O5 + O6 + O7)</b>	1,064

Preschool - *number of programs*

O9	Main Library	34
O10	All Branches	34
O11	Bookmobile/Outreach	60
O12	<b>Total (O9 + O10 + O11)</b>	128

Preschool - *number of attendees*

O13	Main Library	580
O14	All Branches	200
O15	Bookmobile/Outreach	1,336
O16	<b>Total (O13 + O14 + O15)</b>	2,116

Elementary School - *number of programs*

O17	Main Library	13
O18	All Branches	3
O19	Bookmobile/Outreach	14
O20	<b>Total (O17 + O18 + O19)</b>	30

Elementary School - *number of attendees*

O21	Main Library	977
O22	All Branches	53
O23	Bookmobile/Outreach	792
O24	<b>Total (O21 + O22 + O23)</b>	1,822

Young Adult (age 12 and older) - *number of programs*

O25	Main Library	15
O26	All Branches	15
O27	Bookmobile/Outreach	0
O28	<b>Total (O25 + O26 + O27)</b>	30

Young Adult (age 12 and older) - *number of attendees*

O29	Main Library	171
O30	All Branches	73
O31	Bookmobile/Outreach	0
O32	<b>Total (O29 + O30 + O31)</b>	244

Adult Programs - *number of programs*

O33	Main Library	145
O34	All Branches	50
O35	Bookmobile/Outreach	26
O36	<b>Total (O33 + O34 + O35)</b>	221

### Adult Programs - *number of attendees*

O37	Main Library	1,940
O38	All Branches	663
O39	Bookmobile/Outreach	329
O40	<b>Total (O37 + O38 + O39)</b>	<b>2,932</b>

### Programs Directed at Multiple Age Levels - *number of programs*

O41	Main Library	30
O42	All Branches	0
O43	Bookmobile/Outreach	0
O44	<b>Total (O41 + O42 + O43)</b>	<b>30</b>

### Programs Directed at Multiple Age Levels - *number of attendees*

O45	Main Library	707
O46	All Branches	0
O47	Bookmobile/Outreach	3,537
O48	<b>Total (O45 + O46 + O47)</b>	<b>4,244</b>

### Total Number Of Programs:

O49	<b>Main Library (O1 + O9 + O17 + O25 + O33 + O41)</b>	<b>274</b>
O50	<b>All Branches (O2 + O10 + O18 + O26 + O34 + O42)</b>	<b>132</b>
O51	<b>Bookmobile/Outreach (O3 + O11 + O19 + O27 + O35 + O43)</b>	<b>108</b>
O52	<b>Total (O4 + O12 + O20 + O28 + O36 + O44)</b>	<b>514</b>

### Total Program Attendance:

O53	<b>Main Library (O5 + O13 + O21 + O29 + O37 + O45)</b>	<b>4,889</b>
O54	<b>All Branches (O6 + O14 + O22 + O30 + O38 + O46)</b>	<b>1,139</b>
O55	<b>Bookmobile/Outreach (O7 + O15 + O23 + O31 + O39 + O47)</b>	<b>6,394</b>
O56	<b>Total (O8 + O16 + O24 + O32 + O40 + O48)</b>	<b>12,422</b>

### **Intellectual Freedom (P1 - P6)**

P1	Title of Challenged Work	NA
P2	Type of Work	
P3	Grounds for Challenge	
P4	Initiator of Challenge	
P5	Status of Material	
P6	Comments	

### **Technology (Q1 - Q5)**

Q1	Number of Internet Computers Used by General Public	64
Q2	Number of People Formally Trained by Staff to Use Electronic Resources	40
Q3	Does the library provide wireless internet access (Wi-Fi) for patrons?	Yes
Q4	Wireless Sessions - Annually	73,000
Q5	Number of Web User Sessions	45,645

### **Planning and Evaluation (S1)**

S1	Describe significant events, changes, or improvements to your library's facilities, programs, or collections during this past fiscal year. Include a statement describing any new property acquired by the library by any means - purchase, gifts, bequests, et	rwertedfgfgdf sdfsdfds sdfs
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## Board Policies (T1 - T10)

Click on the check box if you have reviewed your policies in the last five years

T1	Board Reimbursement of Expense Policy	Yes
T2	Conflict of Interest Policy	Yes
T3	Ethics Policy	Yes
T4	Fiscal Responsibility Policy	Yes
T5	Investment Policy	Yes
T6	Open Records Policy	Yes
T7	Procurement Code Policy	Yes
T8	Sponsorship Policy	Yes
T9	Trustee Orientation Policy	Yes
T10	Whistleblower Policy	Yes

## Library Board Membership (V1 - V6)

Note: List membership as constituted on the last day of the fiscal year.

Designated Day and Time for Monthly Board Meeting:

V1.1	Day	Tuesday
V1.2	Week	Third Week
V1.3	Time	4:00 PM - 4:30 PM

President or Chair

V2.1	Name:	Jennifer McComis
V2.2	P.O. Box or Street:	3335 Holly Ct.
V2.3	City:	Catlettsburg
V2.4	Zip:	41129
V2.5	Phone:	(606) 929-5400
V2.6	Term Expires (MM/DD/YYYY):	8/31/2019
V2.7	Term	Second Term
V2.8	Number of Regularly Scheduled Board Meetings Attended	10
V2.9	Number of Library Related Professional Conferences and or Workshops Attended	0

Vice President or Vice Chair

V3.1	Name:	Mark Ratliff
V3.2	P.O. Box or Street:	2403 5th Street West
V3.3	City:	Ashland
V3.4	Zip:	41102
V3.5	Phone:	(606) 831-3484
V3.6	Term Expires (MM/DD/YYYY):	8/31/2017
V3.7	Term	Filling Unexpired Term
V3.8	Number of Regularly Scheduled Board Meetings Attended	10
V3.9	Number of Library Related Professional Conferences and or Workshops Attended	0

Secretary

V4.1	Name:	Melissa Cathers
V4.2	P.O. Box or Street:	5042 King Richard Ct
V4.3	City:	Ashland

V4.4	Zip:	41101
V4.5	Phone:	(606) 571-8060
V4.6	Term Expires (MM/DD/YYYY):	8/31/2016
V4.7	Term	Filling Unexpired Term
V4.8	Number of Regularly Scheduled Board Meetings Attended	9
V4.9	Number of Library Related Professional Conferences and or Workshops Attended	0

Treasurer

V5.1	Name:	Michael Campbell
V5.2	P.O. Box or Street:	16036 Lone Oak Dr.
V5.3	City:	Catlettsburg
V5.4	Zip:	41129
V5.5	Phone:	(606) 928-5219
V5.6	Term Expires (MM/DD/YYYY):	8/31/2019
V5.7	Term	First Term
V5.8	Number of Regularly Scheduled Board Meetings Attended	12
V5.9	Number of Library Related Professional Conferences and or Workshops Attended	0

Member

V6.1	Name:	Yvonne Cubbison
V6.2	P.O. Box or Street:	900 Blackburn Ave
V6.3	City:	Ashland
V6.4	Zip:	41101
V6.5	Phone:	(606) 325.3999
V6.6	Term Expires (MM/DD/YYYY):	08/31/2016
V6.7	Term	First Term
V6.8	Number of Regularly Scheduled Board Meetings Attended	10
V6.9	Number of Library Related Professional Conferences and or Workshops Attended	0

Does your library collect a statistic that you think other Kentucky libraries should collect? No

Please add notes for the survey administrator - your reactions to the annual report, the report process, sources of irritation, what could be improved, any feedback that might help in formulating next year's report.